

RFQ-TX-06-00047, 3rd set of Questions and Answers.

1. What need is driving this initiative?

What is driving this initiative is that Region 6 desires to be a high performance organization and coaching is a vehicle to promote leadership, external/internal awareness, creativity, innovation, business acumen, oral communication, accountability and feedback.

2. What is the definition of coaching for this project? Is it teaching Coaching Skills to managers? Is it providing one-on-one coaching to managers?

Coaching is teaching coaching skills to managers and providing one on one coaching to managers so that they can improve their performance and provide coaching to staff and colleagues.

3. If one-on-one coaching, how many coaching sessions per participant are desired?

EPA is recommending that each client receive at least 3 sessions ranging from 30 minutes to 60 minutes. There is a potential that as many as 40-50 of our managers, supervisors and team leaders would participate in the coaching program.

4. Is this part of a larger over-arching leadership development initiative?

Coaching in Region 6 is an ongoing training event to increase our leaders performance skills and personal development.

5. Is there a (leadership or core) competency model in place?

The Office of Personnel and Management has developed standards for success for leadership competencies for government agencies that desire to become a high performance organization.

6. Has or will a 360 assessment be conducted? If it has, are results available for use in coaching conversations? If an assessment has not been conducted, is it a desired part of this project?

Several of our staff has had 360s but there are several that have not had an assessment. Coaches can ask the client if they would like to make their 360 assessments available for discussion. Clients are not required to have an assessment for this project.

7. How large is the target population? And at what level? Who are they?
What format is required for a bid/quote?

There is a potential that as many as 40-50 of our managers, supervisors and team leaders would participate in the coaching program.

The format for your bid/quote should address all items in the Statement of Work.

8. Since EPA will not be authorizing any travel expenses under this RFQ, would coaching telephonically only be acceptable to the government?

Many of our managers and supervisors have expressed a preference to be coached in person. Telephone conferencing as a sole communication tool will not be acceptable to the government.

9. Responses to questions posted on Sept. 6 indicated, "the cost for assessment should not be factor for vendor providing service under this contract". However, for consistency in delivery of service to ALL managers, those managers that have not had a 360 assessment may need to take one. Will EPA reconsider allowing the contractor to include such costs?

Contractor may include costs to administer a 360 assessment however; this contract does not require the client to have a 360 assessment. The award money for this contract is for coaching services only.